

SAN JOAQUIN COUNTY CHILDREN AND FAMILIES COMMISSION

----- MEETING SUMMARY -----

*Public Health Auditorium
1601 East Hazelton Avenue
Stockton, CA 95205*

Thursday, July 25, 2002 – 7:00 a.m.

<<Approved>>

1. Commencement of Meeting

Roll Call: Commissioners de Polo, Dei Rossi, Flenoy-Kelley, Gutierrez, Snider Mitchell, Vera and Chair Fujii were in attendance. A quorum was declared. Commissioner Adubofour arrived at 7:30 a.m.

2. Program Coordinator's Report

Highlights included:

The State Commission has agreed to rename Prop 10, Children & Families Commission to First Five to better describe what the Commission does. We will be working on how to incorporate the name change into our county.

Data Warehouse feasibility study has interviewed 17 - 20 sites, consultants are analyzing the results, a meeting to go over the results is scheduled for August.

Child Care Initiative RFP is being developed for a non-competitive process. The focus group kick-off was successful. Community concerns center on the conflict of interest and the inability to apply for funds when involved in the planning process. Emphasis has been made on collaborative efforts and inclusion as opposed to exclusion. Mike McGrew with County Counsel advised that the conflict of interest is decision input posing monetary benefit to the organization verses informational input. A Consultant from the Technical Assistance Center, experienced with these issues, is available to guide staff through this process; staff is doing actual compilation of information.

The process for changing forms was clarified. The Commissioners were encouraged to promote communication with program staff if they are made aware of a complaint or concern.

Scott Witmer was introduced as our liaison from CS&O.

School Readiness proposals were returned for clarification issues from the state and meetings have begun to make those changes.

New position for Account Tech I has been approved and the request has been submitted to Human Resources.

A request was made to provide the Commissioners with an Organizational Chart that includes current staff names, and titles and that it be updated periodically. It was also suggested that the chart include salaries and start dates and this information be

presented at the Board of Supervisor Informational Report on August 13, 2002 "as there have been some questions about staffing from the Board as well".

3. Motion on Consent Calendar

Items 3b, 3c, 3d, 3e and 3f were pulled from the Consent Calendar for further discussion.

a. Approve Meeting Summary June 13, 2002

Motion: Approve the Meeting Summary for June 13, 2002 (Snider/Mitchell, motion carried 8-0)

- b. Approve Planning Committees Recommendations Regarding Appeal Issues from Family Resource and Referral Center and Lao Family Community:
Chair Fujii recused himself from discussion and vote for affiliations with Family Resource and Referral Center. Vice Chair Vera took the floor. Discussion included clarification that this particular agenda item is for the appeal of the RFP process as opposed to appealing the recommendations made by the review panelists as well as a reading of some of the review panel comments by the Program Coordinator. The review, scoring process and recommendation process was also clarified. Pheng Lo and Charles Lee of Lao Family Community of Stockton, Inc. addressed the Commission with their concerns and after much discussion between Commissioners, Program Coordinator and Lao Family Community of Stockton, Inc., the Commission decided to table this item and send it back to the Planning Committee for a fact finding. There information will be gathered, testimony heard and the merits of the proposals will be reviewed. The results of the fact finding will be brought to the next scheduled Commission meeting in October.

Motion: Table agenda item b, Approve Planning Committees Recommendations Regarding Appeal Issues from Family Resource and Referral Center and Lao Family Community, and bring it back to the Planning Committee for review (Fujii/Flenoy-Kelley; roll call vote: Commissioners Adubofour aye, de Polo aye, Dei Rossi aye, Flenoy-Kelley aye, Gutierrez aye, Snider aye, Mitchell aye, Vera aye, Fujii aye. Motion carried 9-0)

c. Approve Round 3 Proposals

Commissioner questions were centered around the appearance of similarity between proposals and collaboration efforts. The Program Coordinator described the technical assistance process that begins with the Applicants Workshops. After the Letter of Intent to apply for funds were received, collaboration meetings were held between like-minded organizations and there is an ongoing effort to bring organizations together.

Pheng Lo of Lao Family of Stockton and Chieng Lo of the United Hmong Community for Change, addressed the Commission on the merits of the Lao Family Community of Stockton, Inc.'s proposal and asked the Commission to reconsider it's recommendation for funding and include their proposal.

Linda Hobson, Project Coordinator and Ky Hoang, Program Manager at V.I.V.O. (Vietnamese Voluntary Foundation) addressed the Commission with a request to reconsider the denial of funding for their proposal. They do not wish to appeal the process, Linda believes the decision not to appeal was based on cultural differences, but wanted to make the request to reconsider the proposal. It was recommended that their Director write a formal request letter to the Commission.

Oletha Murry of Family Resource and Referral Center requested the Commission revisit the RFP process. There is a belief that the technical assistance afforded them was insufficient.

Greg Jacobs of Family Resource and Referral Center addressed the Commission with his concerns on the request for proposal process. He believes there may be an appearance of inconsistency in the amount of technical assistance garnered by applicants and bias in the scoring process of the proposals. He also commented on the appearance of favoritism as to the proposals that were recommended for funding.

It was suggested by the Commission that letters to explain the views of the appellant organization be submitted to aid in the information gathering process for the Planning Committee's fact finding review and because of time limitations, further commentary would be allowed at the October Commission meeting.

Jamie Panos, the administrator for child development programs in Stockton Unified School District, advised the Commission that there would be a potential conflict of interest for Commissioner Flenoy-Kelley as Edison High School has 2 child development programs that their proposal would directly benefit. Commissioner Flenoy-Kelley recused herself from the vote.

Motion: Approve Round 3 Proposals with exception to San Joaquin County Office of Education and Stockton Unified School District (Mitchell/de Polo; motion carried 9-0)

Motion: Approve the proposal for Stockton Unified School District. (Mitchell/Gutierrez; motion carried 8-0 with recusal from vote by Mary Flenoy-Kelley)

Motion: Approve the proposal for San Joaquin County Office of Education (Mitchell/Gutierrez; motion carried 8-0 with recusal from vote by Gary F. Dei Rossi)

- d. Approve Commission Budget for Fiscal Year 2002-2003
The Commission requested that a break out of staff positions, start dates and salaries be provided to the Commission and also to the Board of Supervisors at the Informational Presentation on August 13. It was clarified that School Readiness funds allocated in the budget will not be spent if the proposals are not funded at the state level.

*Motion: Approve Commission Budget for Fiscal Year 2002-2003
(Mitchell/Gutierrez; motion carried 9-0)*

- e. Approve Program Coordinator Recommendation for AmeriCorps Prop 10 Initiative
Clarification was made that funds would not be expended from this fiscal years budget should the Commission decide to participate in this initiative and the recommendation is to give permission to staff to research the initiative and come back to the Commission with that information so an informed decision could be made.

Motion: Approve Program Coordinator Recommendation for AmeriCorps Prop 10 Initiative. (Adubofour/Dei Rossi; motion carried 9-0)

- f. Approve Program Coordinator Recommendation for Sponsorship of \$5000 for Family Day in the Park
The Program Coordinator advised that this type of sponsorship would allow Prop. 10 contractors to participate with booths set up in the "Small World Village" which will be focused on cultural diversity, with no additional booth charges. It was noted that the Program Coordinator has discretion to fund sponsorships of up to \$1000 and because of the unusual opportunity afforded to Prop 10 contractors and the marketing of the Children and Families Commission, this sponsorship was brought before the Commission for approval.

Motion: Approve Program Coordinator Recommendation for Sponsorship of \$5000 for Family Day in the Park (Dei Rossi/Adubofour; motion carried 9-0)

** Commissioners Dei Rossi and Fujii were excused from the meeting at 9:15 a.m.

4. Presentation of Annual Evaluation Report – Harder + Co
Paul Harder of Harder + Co. requested a postponement of the presentation as it will require more time than is available.

Motion: Reschedule Presentation of Annual Evaluation Report (Flenoy-Kelley/Gutierrez; motion carried 7-0)

5. Committee Reports
 - a. School Readiness - Commissioner Dei Rossi advised the Commission that the Committee reviewed the school readiness drafts and also discussed the roles and functions of the Committee. The committee feels that the proposals will eventually be approved at the State level the funds will be forthcoming and that Jeff Riddick and Lois Lang are working with each school and the State to ensure this process moves as quickly as possible.
 - b. Planning Bill Mitchell reported on the Planning Committee. The meetings have been focused on the appeal process and no other business was conducted. Commissioner Flenoy-Kelley requested that the committee minutes reflect those in attendance and the Chair requested the corrections.

- c. Evaluation report by the Program Coordinator stated that the common data elements collection process is being pilot tested by a few contractors. It was discovered by review of the Strategic Plan that the evaluation process is ahead of the Strategic Plan.

6. Appointment of Staffing Committee

Discussion included the opinion that it would be wise that future hiring for the Children and Families Commission allow for the Staffing Committee to have the opportunity to participate in the process to provide a checks and balance if questions arose and would also address concerns by the Board of Supervisors.

It was clarified that the charge of the committee would be to review all of the hiring of new employees for the commission.

Gary Dei Rossi and Bill Mitchell volunteered for the committee.

Motion to reestablish the staffing committee (Flenoy-Kelley/Gutierrez; motion carried, 7 - 0)

7. Public Comments:

Pheng Lo director of Lao Family of Stockton questioned the Child Care Initiative and the inability for participants in the planning, to apply for funds.

Shanda Wallace thanked the Commission for the approval of the Healthy Smiles proposal and also stressed that Commission staff had been outstanding in the provision of assistance with her proposal. She feels the process worked and all she had to do was to ask and she received all the assistance she needed.

8. Commissioner Comments

Clarification was requested on the memo from the state regarding the acquisition of property by Proposition 10 trust fund moneys. County governing boards do have decision authority on this issue.

9. Adjournment to **October 20, 2002, 7:00 a.m., Public Health Auditorium, 1601 Hazelton Ave, Stockton, CA**

Motion to Adjourn to October 20, 2002 (de Polo/Mitchell; motion carried 7-0)